

Loudoun County, Virginia
2009-2010 Consolidated Annual Performance
and Evaluation Report



Program Year Six
July 1, 2009 – June 30, 2010

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EXECUTIVE SUMMARY

Loudoun County received its sixth Community Development Block Grant (CDBG) allocation of \$927,799 for Fiscal Year 2009-2010. As an entitlement community, Loudoun County is required to submit an annual report on the County's programmatic and financial performance. This report contains a summary of accomplishments and an accounting of the allocation and expenditure of funds under the Consolidated Plan for the period July 1, 2009 through June 30, 2010.

Twelve projects were funded with CDBG funds in Program Year 6. Five of the projects were public service projects, one project involved improvements at an emergency homeless shelter, one project involved improvements to a group home for mentally challenged adults, one project provided loans to low and moderate income homeowners to improve their properties, one project provided the installation of real-time arrival indicators at bus stops near low and moderate income residences, one project provided new affordable housing units, one project provided sidewalk and drainage improvements, and one project involved the installation of an accessible playground and track. All of the projects benefited low and moderate income residents. The total number of direct beneficiaries included approximately 700 persons. The area benefit projects benefited several thousand persons. A project location map is located in the Appendices.

During this reporting period, Loudoun County received an allocation of \$244,615 from the Department of Housing and Urban Development (HUD) as part of the American Recovery and Reinvestment Act (ARRA). The CDBG-R funds were spent on two projects: solar panels in a homeless shelter and the rehabilitation of eleven affordable housing units.

CDBG and CDBG-R Program Highlights for 2009-2010

- Successful completion of two CDBG-R projects. Loudoun County was recognized by HUD for being the first jurisdiction in the metropolitan Washington area to fully use its CDBG-R funds.
- Sidewalk and storm drainage improvements benefited approximately 1,100 people in the Purcellville area.
- Improvements at a homeless shelter benefited 120 persons.
- Access was provided to free, ongoing chronic prescription medications for 800 low income clients.
- Adult dental care was provided to 250 low income clients.

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All Grantees Must Submit a Narrative Statement Addressing the Following:

1. Assessment of Three – to Five – Year Goals and Objectives

The following CDBG Program Year 6 (2009-2010) projects are listed according to description and funding allocation, Consolidated Plan priority addressed, and Performance Measurement objective and outcome addressed.

- Loudoun Accessible Medication Program (\$33,905)
Consolidated Plan Priority: Community Development
Objective: Suitable Living Environment
Outcome: Availability/Accessibility
- Loudoun Aftercare Program (\$8,000)
Consolidated Plan Priority: Community Development
Objective: Suitable Living Environment
Outcome: Availability/Accessibility
- Individual Savings Program (\$10,000)
Consolidated Plan Priority: Homeless
Objective: Suitable Living Environment
Outcome: Affordability
- Loudoun County Adult Dental Program (\$31,204)
Consolidated Plan Priority: Community Development
Objective: Suitable Living Environment
Outcome: Availability/Accessibility
- Community Transitional Housing Program (\$40,800)
Consolidated Plan Priority: Homeless
Objective: Decent Housing
Outcome: Affordability
- Erin Peterson Subdivision (\$175,000)
Consolidated Plan Priority: Housing
Objective: Decent Housing
Outcome: Affordability
- Friendship House Improvements (\$45,195)
Consolidated Plan Priority: Community Development
Objective: Suitable Living Environment
Outcome: Availability/Accessibility
- Homeless Shelter Improvements (\$36,434)

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Consolidated Plan Priority: Community Development
Objective: Suitable Living Environment
Outcome: Affordability

- East D Street Improvements (\$138,500)
Consolidated Plan Priority: Community Development
Objective: Suitable Living Environment
Outcome: Availability/Accessibility
- Meadowland Community Fitness Project (\$32,400)
Consolidated Plan Priority: Community Development
Objective: Suitable Living Environment
Outcome: Availability/Accessibility
- Safe T Ride Scheduling System (\$24,201)
Consolidated Plan Priority: Community Development
Objective: Suitable Living Environment
Outcome: Availability/Accessibility
- Loudoun County Home Improvement Program (\$166,645)
Consolidated Plan Priority: Owner Occupied Housing
Objective: Decent Housing
Outcome: Affordability

2. Actions Taken to Affirmatively Further Fair Housing

As a CDBG entitlement jurisdiction, Loudoun County is required by Sections 104 (b) (2) and 106 (d) (5) of the Housing and Community Development Act of 1974, as amended, to certify to “affirmatively further fair housing choice”. Congress reiterated this obligation in Section 105 (b) (13) of the National Affordable Housing Act of 1990.

Loudoun County is committed to affirmatively furthering fair housing. During the 2009-2010 CDBG program year, the County Department of Family Services (DFS) hired a consultant to conduct fair housing testing on rental units in accordance with the testing schedule approved by the Board of Supervisors in May 2009. Sixty rental tests were conducted at apartment complexes in Loudoun County. Ten of the 60 tests were based on accessibility and fifty of the 60 tests were based on disability. An educational workshop geared towards property managers and realtors will be scheduled as follow up to the testing.

3. Affordable Housing

Loudoun County received \$2.0 million in NSP funds from the State to be used to purchase foreclosed or abandoned homes, rehabilitate and resell them to qualified purchasers in three neighborhoods in eastern Loudoun. During this reporting period, the County and its non-profit partner purchased ten houses with NSP funds. Three of the

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houses were sold to qualified purchasers, four are under contract and three are being marketed to qualified purchasers.

A portion of the County's CDBG-R allocation was used to rehabilitate 11 affordable single-family units for energy efficiency.

Another ongoing CDBG-funded affordable housing project rehabilitates houses owned and occupied by low and moderate income residents. The rehabilitation may include the addition of accessible accommodations for the physically disabled. Three homes were rehabilitated during this reporting period.

The County's Affordable Dwelling Unit (ADU) program is designed to provide affordable rental and for-sale housing. Services are available to all citizens, with priority given to income eligible persons who live and/or work in the County. Household income must exceed 30% but be less than 70% of the median income for the area. During FY 2010, 145 ADU apartments were leased, bringing the total number of ADU rental units to 309. The average income for those renting an ADU apartment was \$34,002. During the same period, 90 affordable housing units were sold to eligible buyers in the County, bringing the total number of ADU homes purchased to 1,671. The average income for those purchasing an ADU home was \$46,090.

The County provided 772 low income families with Housing Choice Vouchers (HCV) to assist with rental payments. There are 200 applicants on the waiting list (the wait list will re-open in September 2010 for 10 days).

In a continuing effort to address affordable housing issues, the Affordable Dwelling Unit Advisory Board (ADUAB) reviewed and revised parts of the Zoning Ordinance (Article 7) and the Affordable Dwelling Unit Ordinance (Chapter 1450) dealing with Affordable Dwelling Units (ADUs). The County used housing funds to purchase four ADU units at foreclosure to preserve them as affordable units. Two of the units were sold to qualified ADU purchasers and the remaining two units are currently being marketed. During the year, the Housing and Community Development Division (HCD) of the Department of Family Services worked on several initiatives aimed at preserving and developing affordable housing. Two new programs were introduced to County residents. The Public Employee Homeownership Grant Program (PEG) provides grant amounts up to \$25,000 to current low and moderate income County and Public School employees, and Courts and Constitutional Officers to purchase a home in the County. The Loudoun County Rental Rehabilitation Program (RRP) provides loans to investor owners with properties located in Neighborhood Stabilization Program (NSP) neighborhoods to rehabilitate substandard rental housing units and maintain affordable housing. The properties must be rented to low income persons.

4. Continuum of Care

The following Continuum of Care subcommittees were active during the past year.

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1. Data Collection and Analysis Subcommittee:

This committee coordinated a Summer Homeless Count on July 14, 2009 in addition to the annual winter homeless count which was conducted on January 27, 2010. Using Homeless Management Information System (HMIS) data, Loudoun County was able to compile the Annual Homeless Assessment Report (AHAR) for HUD based on 10/1/2008 to 9/30/2009 data.

2. Prevention of Homelessness Subcommittee:

This committee developed a survey (with both English and Spanish versions) that was distributed by homeless service providers to their clients to seek information about what caused their homelessness. A report of survey results was issued which identified the following as the most common causes of homelessness: experiencing illness or medical crisis; presence of a disabling condition; loss of income; previous episode of homelessness; hostile or abusive home situation; overcrowded living situation; paying over 50% of income on rent (rent burdened); discharge from jail or hospital.

3. Outreach Subcommittee:

A logo design was adopted for the Loudoun Continuum of Care. Several new members were recruited for the CoC including a Veteran's Administration member. Work began on creating a presentation about living in poverty and homelessness for use in educating the community about homelessness. Work on this project will continue in the coming year.

4. The Resources Subcommittee:

Based on the survey to CoC member agencies and much additional research, this committee created a 5-page directory or guide containing various governmental, foundation, and other grant listings, as well as several websites and services to help organizations locate grants suited to program types. Two members of this committee participated in a workgroup which applied to the State of Virginia for Homeless Prevention/Rapid Re-Housing funds. Loudoun County was awarded \$363,000 in HPRP funds through this application.

5. The Cold Weather Shelter Subcommittee:

The Cold Weather Shelter was not as large a focus with the CoC during 2009-2010. The program was already established, and it was administered under a new contract, and at a site that operates emergency shelter and transitional housing programs. A small group including CoC members revised the program policy, and conducted outreach to secure donations of supplies, and nightly meals for the program. In the future there will not be a full sub-committee from the CoC working on this program. Staff from Department of Family Services, Volunteers of America, Department of Mental Health, and members of the faith community will coordinate to revise policies and to provide critical food and

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supplies for the homeless using this program.

6. Ten Year Plan Workgroup:

Members for this workgroup were recruited from within the Continuum of Care and also from other community organizations and groups. Monthly meetings have taken place since July 2009 through June 2010. The workgroup has identified five major issue areas for the plan along with expected outcomes. One main area of focus is that the supply of affordable housing is inadequate to meet the needs of homeless persons in the County. It is anticipated that a rough draft of the plan will be completed by spring 2011.

5. Other Actions

- **Obstacles to Meeting Underserved Needs**

The greatest obstacle to meeting underserved needs continues to be the lack of resources. The addition of the PEG and RRP programs provide needed resources to address underserved needs. In addition, the allocation of \$500,000 of housing funds to buy back ADU foreclosures has prevented the loss of affordable housing stock in the county.

- **Foster and Maintain Affordable Housing**

Loudoun County has made important efforts during this reporting period to address the need for affordable housing, both new and existing. The receipt of \$2.0 million in NSP funds from the State enabled the County to purchase 10 foreclosed or abandoned homes in three eastern Loudoun neighborhoods, rehabilitate them and resell to eligible low, moderate and middle-income buyers. The County continues to support two programs whose primary purpose is to preserve and rehabilitate existing affordable housing. The Revitalization Program targets owner-occupied homes in the eastern part of the County for rehabilitation. This program is funded with local monies and targets persons with incomes up to 100 percent of median family income. The Loudoun County Home Improvement Program (LCHIP) is available countywide to low and moderate income homeowners (up to 80 percent of median family income) who want to rehabilitate their homes. In addition, \$200,000 of CDBG-R funds was used to rehabilitate 11 affordable single-family units to make them more energy efficient.

The new PEG and RRP programs provide funds to assist low and moderate income purchasers and renters to live in Loudoun County.

- **Eliminate Barriers to Affordable Housing**

During this reporting period, the ADUAB took significant action to remove barriers to affordable housing in the County by reviewing and revising parts of the Zoning Ordinance (Article 7) and the Affordable Dwelling Unit Ordinance

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(Chapter 1450) dealing with Affordable Dwelling Units (ADUs) for the purpose of increasing the production of affordable housing units. The adoption of a process for accessing and disbursing local housing funds should increase the stock of affordable housing thereby enabling more people to find affordable housing in the County. The Board continues to work with businesses and other jurisdictions to encourage regional affordable housing solutions such as workforce housing, incentives to encourage private investment, universal design and prioritizing public land and resources.

- Overcome Gaps in Institutional Structures

The Department of Family Services, as the lead agency for the use of Neighborhood Stabilization Program funds, created an NSP Management Team that includes representatives from County Administration, non-profit housing developers, financial institutions and realtors to promote the purchase and resale of foreclosed properties in designated neighborhoods. The team meets on a monthly basis to monitor the activities of the NSP.

The Department of Family Services' cross-functional Community Development/Housing Policy team continues to meet bi-monthly to address housing and community development issues.

The ADUAB coordinated the review of the Zoning Ordinance (Article 7) and ADU Ordinance with another citizen board, the Housing Advisory Board, as well as staff from Zoning, Planning and the County Attorney's office.

- Reduce Lead-Based Paint Hazards

Consultations with the local and state Health Department revealed that there were no documented cases of elevated lead in young children during FY 2010. In an effort to reduce any lead-based paint hazards in properties built before 1978, the County has contracted with lead-based paint contractors to assess qualified properties that are to be rehabilitated as part of the Loudoun County Home Improvement Program (LCHIP). Documentation on compliance is included in each project file in accordance with the Lead-Safe Housing Rule. In addition, written information on lead-based paint hazards is provided to homeowners involved with LCHIP and landlords and clients participating in the Housing Choice Voucher program in an effort to identify rental properties built before 1978 that have not been tested. This year, 9 homeowner properties were tested with 2 requiring abatement. All LCHIP contractors have been trained as EPA certified renovators.

- Reduce Number of Persons Living Below Poverty Level

Loudoun County Department of Family Services (DFS) continued to sponsor the Family Self-Sufficiency (FSS) program that provides Housing Choice Voucher

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participants the opportunity to achieve economic independence over a five year period. Case managers are linked with participating families to develop individual savings plans that include mentoring and budget counseling.

The DFS Career Support Services counselors continued to provide case management, coordination of educational and training opportunities and career development assistance for participants in the Virginia Initiative for Employment not Welfare Program (VIEW), the Workforce Investment Act (WIA), and the general job-seeking public.

The DFS Career Support Services Unit continued to provide case management and subsidy payments for child care to families who participate in VIEW. The non-VIEW Childcare Fee System Program and the Head Start Wrap-around Program provided childcare subsidies for families that met the income criteria and needed childcare while they were working or enrolled in an approved education and/or training program.

The DFS Career Support Services Unit also assumed responsibility for the Summer Camp program. The program provides child care during the summer months to those families who are working and do not need child care during the school year.

During the year, DFS and local transportation services provided free tokens and subsidized transportation for low and moderate income persons to access needed services, including employment sites and job training. Loudoun DFS continued to administer the Vehicles for Change Program for seven Northern Virginia jurisdictions. This program provides vehicles to TANF and low income families who are working.

6. Leveraging Resources

Annual Entitlement Allocation

During Federal Fiscal Year 2009, Loudoun County received an allocation of \$927,799 of Community Development Block Grant (CDBG) funds from HUD due to the County's designation as an "Urban Entitlement County". These funds were used to leverage other public and private funds for housing, the homeless, special needs populations and community development activities. In addition, program income in the amount of \$21,000 was received as a result of loan repayments to the County Home Improvement Program.

Other Federal Funds

Housing

- Administrative fees from HUD for administering Housing Choice Vouchers \$756,528

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- | | |
|---|----------|
| ■ Family Self-Sufficiency Program Coordinator
Grant from HUD | \$66,495 |
|---|----------|

Homeless

- | | |
|---|-----------|
| ■ Supportive Housing Program Grant from HUD – THP | \$106,429 |
| ■ Supportive Housing Program Grant from HUD – TOP | \$61,910 |
| ■ SHARE-Federal Shelter Grant (FSG) from HUD
for operating the County's emergency homeless shelter program | \$17,833 |
| ■ Child Services Coordinator Grant (CSCG) from Virginia
Department of Housing and Community Development (VDHCD)
for operating the County's emergency homeless shelter program | \$9,552 |
| ■ Shelter Support Grant from HUD | \$16,181 |
| ■ Homeless Intervention Program, TANF funds | \$30,153 |

Total	\$1,065,081
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TOTAL FEDERAL RESOURCES	\$2,013,880
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Other Resources

Non-Federal Public Sources (State)

Housing

- | | |
|---|-------------|
| ■ Sponsoring Partnerships and Revitalizing Communities
(SPARC) from the Virginia Housing Development
Authority (VHDA). State directly provides low interest
loans for mortgage financing | \$7,000,000 |
|---|-------------|

Homeless

- | | |
|--|-----------|
| ■ SHARE-Shelter Support Grant (SSG) from VDHCD
for operating the County's emergency homeless shelter
program. | \$17,776 |
| ■ Homeless Intervention Program (HIP) from VDHCD
Provides grants for the prevention of eviction
or foreclosure | \$159,460 |
| ■ Staff for operation of HIP | \$40,000 |
| ■ Child Services Coordinator Grant | \$4,782 |

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TOTAL NON-FEDERAL (STATE)	\$7,222,018
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Non-Federal Public Sources (County)

Housing

- | | |
|--|-----------|
| ▪ Staff and operating costs for the Affordable Dwelling Unit (ADU) Rental and Homebuyers Opportunity Program (HOP) | \$335,203 |
| ▪ Down Payment Closing Cost (DPCC) Program loan amount funded by cash proffers | \$560,000 |
| ▪ Eastern Loudoun Revitalization Program to rehabilitate owner occupied affordable housing | \$340,636 |

Homeless

- | | |
|---|-----------|
| ▪ Operating the County's transitional shelter programs via contract with a non-profit | \$32,457 |
| ▪ Operating the County's emergency homeless shelters via contract with a non-profit | \$647,614 |
| ▪ Staff and operating costs for the Homeless Intervention Program (HIP) | \$93,294 |

TOTAL NON-FEDERAL (COUNTY)	\$2,009,204
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7. Citizen Comments

No citizen comments were received regarding the program.

8. Monitoring

The monitoring of Program Year 6 projects was accomplished in several ways. Communication with funding subrecipients was consistently maintained during the reporting period through emails and phone calls. Each subrecipient submitted quarterly progress reports that provided the status of the project, any problems encountered, and the amount of funds spent that quarter. Finally, each of the Program Year 6 projects was monitored on site for programmatic and financial compliance.

All of the subrecipients were found to be in compliance with their CDBG contracts. Most of the projects were on schedule with timely expenditures. A couple of new projects experienced slow start up, but were back on schedule by the end of the program year.

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9. Self-Evaluation

This reporting period covers Loudoun County's sixth year as a CDBG entitlement community. Most project contracts were executed on time which resulted in timely expenditures and significant program accomplishments.

Program Year 6 projects funded by CDBG (as referenced in 1. Assessment of Three – to Five – Year Goals and Objectives), addressed the overall goal of developing viable communities by providing decent housing, a suitable living environment and expanding economic opportunities, principally for low and moderate income persons. Funded projects provided a balance between public service and capital projects and among priority needs identified in the Consolidated Plan. A comprehensive marketing campaign was conducted in order to ensure a diverse number of projects to benefit low and moderate income residents in the County.

Funding expenditures have been timely with the largest amount of funding being allocated to the Loudoun County Home Improvement Program (LCHIP). LCHIP is funded annually from CDBG and program years remain in open status in order to accommodate homeowner loan repayments.

The racial/ethnic breakdown for the majority of persons receiving benefits and services from CDBG-funded projects was: White – 62%, African American – 24%, Asian – 10%, and Other – 4%. Thirty-three percent (33%) were persons of Hispanic heritage. The income breakdown was: Extremely low income – 70%, Low income – 21%, and Moderate income – 9%.

Additional information on Program Year 6 projects is included in the IDIS reports located in the Appendices.

All Grantees Receiving CDBG Entitlement Funds Must Submit a Narrative Statement Addressing the Following Issues:

1. Relationship of the Use of CDBG Funds to the Priorities, Needs, Goals, and Specific Objectives Identified in the Consolidated Plan

Loudoun County's CDBG Program Year 6 projects directly relate to the overall Consolidated Plan goal of providing decent housing, a suitable living environment and expanding economic opportunities primarily to low and moderate income persons. Each CDBG-funded project benefits low and moderate income persons.

The following Priority Needs areas are matched with projects funded in Program Year 6:

Homeless/Special Needs Populations Priority Areas: Homeless Persons and Families; Persons with Mental and Physical Disabilities.

- Loudoun Aftercare Helping Hands Project

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- Friendship House Improvements
- Hebron Shelter Improvements
- Community Transitional Housing Program

Housing Priority Areas: Maintain and increase stock of affordable housing; Improve homeownership opportunities for first-time homebuyers; Assist homeowners to avoid foreclosure.

- Loudoun County Home Improvement Program
- Erin Peterson Subdivision

Non-Housing Community Development Priority Areas: Revitalization of older communities; Improve public facilities and infrastructure; Employment training for low-income persons.

- Loudoun Accessible Medication Program
- Purcellville Sidewalk/Drainage Improvements
- Individual Savings Program
- Loudoun County Adult Dental Program
- Meadowland Playground and Track
- Leesburg Real Time Bus Scheduling Project

2. Changes in Program Objectives

There were no changes in program objectives in FY 2010.

3. Efforts in Carrying Out Grantee Certifications

Loudoun County was successful in securing resources from the sources cited in Section 6. Leveraging Resources, of this report. These resources were used to leverage CDBG funds for the benefit of the homeless, the disabled (including HOPWA clients) as well as persons seeking affordable housing.

The implementation of the Consolidated Plan was not hindered by any action or willful inaction of the County.

4. Use of Funds for CDBG National Objectives

All of the projects funded in Program Year 6 met the CDBG national objective of benefiting low and moderate income persons and Loudoun County was in compliance with the overall benefit certification.

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5. Funds Used for Acquisition, Rehabilitation or Demolition

Loudoun County approved funding in Program Year 6 for the Loudoun County Home Improvement Program (LCHIP) that involves the rehabilitation of houses owned and occupied by low and moderate income persons in the County. During this reporting period, three homes were rehabilitated. No homeowners were displaced during rehabilitation.

One group home was rehabilitated using CDBG funds. No one was displaced during rehabilitation.

The County rehabbed eight houses purchased with NSP funds and monitored the rehabilitation of two houses purchased with NSP funds by a non-profit partner. All units were vacant.

The County will take steps to minimize displacement by following the Uniform Relocation Act or Section 104(d) of the 1974 Community Development Act, where appropriate, and ensuring the issuance of timely information notices.

6. Additional Narratives

- Economic Development Activities – No Program Year 6 CDBG funds were allocated to economic development activities involving jobs or job creation.
- Limited Clientele – All Program Year 6 CDBG projects that were funded to serve limited clientele fall into the category of presumed benefit or the projects have income eligibility requirements that limit participation exclusively to low and moderate income persons.
- Program Income –LCHIP loan repayments in the amount of \$21,000 were generated in Program Year 6.
- Rehabilitation Activities – Three home improvement projects were completed during Program Year 6. In addition, one group home was rehabilitated and 10 houses purchased with NSP funds were rehabilitated.
- HUD-approved Neighborhood Revitalization Strategy Areas – Loudoun County has no approved HUD NRSAs.

All Grantees Receiving HOPWA Funds Must Submit Narrative Information Addressing the Following:

Due to the instability in funding for the HOPWA program, the Department of Family Services no longer participates in the program. All vouchers funded by the HOPWA program were absorbed into the Housing Choice Voucher program.

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Public Participation Requirements

Loudoun County has attempted to provide a clear and concise report of CDBG Program Year 6 activities as they relate to the needs, strategies and objectives that are included in the 2009-2013 Consolidated Plan and 2009-2010 Annual Action Plan.

The CAPER was made available to the public for review and comment at least 15 days prior to submission of the report to HUD. A certified copy of the published notice is included in the Appendices of this report. No comments were received on the CAPER. In addition, citizens had the opportunity to comment at a public hearing conducted by the Family Services Board in October 2008 on the proposed 2009-2013 Consolidated Plan, Program Year 6 housing and community needs, fair housing issues and program performance. And, in April 2009, the Board of Supervisors held a public hearing on the proposed 2009-2013 Consolidated Plan and 2009-2010 Annual Action Plan.